

McGinnis Institute of Beet Sugar Technology

Beet Sugar Process Schools

PROSPECTUS FOR THE 2020 SESSIONS

DoubleTree by Hilton – Stapleton North
Denver, CO

Beet End – Forty-Ninth Year
Sugar End – Forty-Eighth Year

The Beet End June 8 – June 19, 2020
The Sugar End July 6 – July 17, 2020

The McGinnis Institute of Beet Sugar Technology is sponsored by the Beet Sugar Development Foundation and it is a self-sustaining school of beet sugar manufacturing technology.

Purpose

The purpose is to instruct beet sugar company employees and other technologists in the fundamentals and beyond on factory processes, their application to factory operations and the details of the practical operations of the unit processes. Since details of equipment and process vary from factory to factory, major emphasis will be given to the most commonly used equipment and practices, but some coverage will be given to other systems still in operation. The courses are designed to make the student more valuable to the employer and to provide a greater potential for advancement.

Eligibility

There are no higher educational requirements for students. By necessity, instructors will enter subject matter involving mathematical, engineering, physical and chemical subjects. Students with little background in these subjects will find that the instructors will be fundamental where necessary and all will benefit.

Students are enrolled on the proposal of regular or associate member companies of the Beet Sugar Development Foundation. The BSDF Board of Directors approved attendance of non-member company students on the following basis: *Each student must be sponsored by a member company*; in addition to the normal tuition, a surcharge of \$750 per student per session will be assessed. Space will be allocated to member company students first.

Prospective students will complete enrollment forms supplied by the Foundation (see attached) and these must be submitted to the BSDF office prior to April 24, 2020. Late enrollment is unfair to the student, because without sufficient time for advance preparation, the student is at a disadvantage. No new students or enrollment changes after these dates:

Beet End school - May 15, 2020 // Sugar End School - June 12, 2020. This will give time for students to prepare to be in Denver for 2 full weeks.

General Information

Unless other advance arrangements are made with the BSDF by the sponsoring company, all students will be housed at The DoubleTree by Hilton Denver-Stapleton North Hotel. It is imperative to let us know by May 11, 2020 for Beet End and June 8, 2020 for Sugar End if a student has decided to not stay at this hotel. We must inform the Hotel of the rooming list at that time. Thank you for understanding the importance of keeping us informed. Hotel check in will be on the Sunday prior to the class starting on Monday and check out will be on the last Friday of class, unless other arrangements are made with the BDSF. Classes will be held in Keystone III-IV at the hotel.

Situations can arise just before classes begin wherein a student has an emergency at home or a physical problem which makes his or her attendance impossible. The Institution would much appreciate if the sponsor has someone 'in the wings' that could quickly come to Denver to fill that valuable slot.

Breakfast, **for students only**, is included in the school fee and is offered at the hotel. The only other meal included in the school fee is the Graduation Banquet. Companies should provide students with an expense account for meals. Reasonable meals are available at the hotel and in the nearby vicinity. *Please be aware that if a student chooses to bring their family there will be an extra charge for breakfast and that will need to be charged separately from the school fee.*

Based on an estimated 30 students per session, the cost for room, instructors and miscellaneous items should not exceed \$3,000.00. Meals and transportation are not included in this figure.

The instructors will be paid a stipend for each day they teach, plus transportation and other reasonable costs for food and lodging while they are required to be in residence.

General Plan of Courses

The instructors will assume that most of the students have no advanced academic background. They will pass from elementary to more advanced material in such a manner to keep the class in stride.

Following the lecture, written examinations will be given the following day for most courses. These exams, generally, will be true/false or multiple choice. Upon completion of the exams, the instructor will discuss the answers with the students. Graded examinations will be returned to the students. If a student cannot attend a scheduled class, it is much appreciated that the student informs the Director and make up arrangements can be made. If assignments/exams are not made up the Certificate of Completion will not be given until all assignments/exams are complete. Emergencies situations do arise and the MISBT staff is flexible on making up assignments.

The daily schedule is listed below:

<u>Morning</u>	8:00	Examination
	8:55	Discussion
	9:15	Break
	9:30	Lecture
	10:45	Break
	11:00	Lecture
	12:00	Lunch
<u>Afternoon</u>	1:30	Lecture
	2:45	Break
	3:00	Lecture
	4:00	End of day's classes

The long-used McGinnis text is out of print and has been replaced by the new Sugar Technology - Beet and Cane Sugar Manufacture. This book will be provided at no extra cost to the student. Each student will be given a compendium of all instructors' outlines and notes. These have proven a valuable resource in forward years as a reference when encountering manufacturing situations and problems.

When making air travel arrangements, remember to allow **sufficient time for the student to finish class participation on Friday**. We recommend that flight on Friday be schedules **no earlier** than 2:00pm. The hotel provides free shuttle service to and from the Commuter Rail Central Park stop that takes students to and from the Denver International Airport. There are car rental facilities near the hotel if the students want to rent a car for just the middle weekend. Those who drive will be required to stay until the last class lets out on Friday.

We look forward to seeing you in Denver.

Sincerely,



Rick Mont
Director – MIBST
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